



Media File Sizes & Storage

One of the most important things to consider before you begin a Hub digitization or production project is how you will save and store your finished product. Remember: You are not limited to just one storage option. Consider using more than one method of storing your digital photos, music, and movies.

Media Storage Type

It can store...



Blank CD, 700-800 megabytes

Up to 80 minutes of audio
400-500 photos
700-1000 Microsoft Word documents

CDs cannot store video
Can be played in most CD players and computers
CD-R are recordable but cannot be modified after burning.
A CD takes approximately 10 minutes to burn.



Blank DVD, 4.7 gigabytes (GB) (equal to 4,700 megabytes)

Approximately 80 minutes of converted video
Or 120 minutes of audio
Or 3,100 photos
Or 4,000-5,000 Microsoft Word documents

Can be played in most DVD players and computers
DVD-R are recordable but cannot be modified after Burning.
A DVD takes approximately 20 minutes to burn.



USB Flash Drive or External Hard Drive, Storage size varies—from 2GB to 2 terabytes (equal to 2,000,000 GB)

A 8GB flash drive (under \$10) can store...
Approximately 160 minutes of converted video
Or 1900 songs (at 4MB per song)
Or 5,000 photos
Or 8000-10,000 Microsoft Word documents

Some flash drives limit the individual size of each file to 4GB (approximately 80 minutes of converted video).
Flash drives can be used with both PCs and Macs, but some external hard drives are only compatible with PC or Mac devices.
Depending on the size of the file transfer, saving to a USB flash device can take under a second to several minutes.

